

CHM

25 June 1947

STAT

MEMORANDUM

Subject: Quarterly Staff Inspection

1. You are hereby designated to carry out the quarterly staff inspection of the Office of Reports and Estimates.
2. This inspection should be conducted on a timetable which will insure the consolidated ICAPS report to the Director not later than July 10.
3. The form of your report should be in accordance with that established at the time of the last quarterly survey.
4. Arrangements for this survey will be made through the office of the Assistant Director, ORE.

DONALD EDGAR

CC: ORE ✓

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